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December 12, 2007

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Division of Licensing and  
Regulatory Services

Phyllis Powell, Director  
Certificate of Need Unit  
Division of Licensing and Regulatory Services  
Department of Health and Human Services  
State House Station 11  
Augusta, ME 04333-0011

Re: Letter of Intent  
Emergency Department and Nuclear Medicine Renovation Project

Dear Phyllis:

Houlton Regional Hospital submits this Letter of Intent to submit a Certificate of Need (CON) application to renovate its Emergency Department and Nuclear Medicine Space. The renovations will improve health care offered to patients in our rural communities.

**The Project**

Houlton Regional Hospital proposes to renovate and redesign its existing emergency room area, nuclear medicine area and adjacent space to address current operating deficiencies, including but not limited to, problems with patient access, confidentiality, infection control and security.

**1. Emergency Department Redesign and Renovations**

The existing Emergency Department (ED) area is compromised by poor access, lack of appropriate and dedicated waiting, triage and registration space and an outdated mechanical system. By way of example, patients today must enter the ED through the main entrance of the hospital and then await treatment in the central concourse/lobby area of the hospital. The mix of ED patients with other hospital visitors, patients and staff poses obvious safety and privacy problems. It is also in consistent with the recommendations of the 2006 AIA Guidelines for the Design and Construction of Health Care Facilities.

The contemplated redesign and renovations to the ED include: a 300 square foot addition to provide a dedicated walk-in entrance, a waiting room with a dedicated air-handling unit, a triage room, a registration office and patient support space that will include toilets, vending machines and wheelchair storage. The renovations will provide a direct, independent, well marked access to the ED and will vastly enhance patient and visitor safety and privacy by separating the ED and general hospital populations.

**2. Nuclear Medicine Space**

In conjunction with the ED renovations, Houlton Regional Hospital proposes to renovate its space for nuclear medicine.

The existing Nuclear Medicine camera is housed in inadequate space. Multiple functions occur in the Nuclear Medicine camera room, including stress test prep, stress testing, and thyroid uptake. Additionally, the Nuclear Medicine camera room currently provides access to the hot lab and tech work space. Oftentimes use of these services occurs concurrently, compromising patient safety, patient privacy, and

20 Hartford Street  
Houlton, Maine 04730  
207-532-9471  
FAX 207-532-7334

staff efficiency. The nuclear medicine services will be vastly improved with the addition of separate rooms for stress test prep, stress testing and tech work space.

### 3. Radiology Department and Cardio/Pulmonary Rehabilitation

Addressing the significant issues at the Emergency Department and the Nuclear Medicine area can not be achieved without impacting adjacent spaces used for the Radiology Department and Cardio/Pulmonary Rehabilitation.

Proposed renovations to the Radiology Department include a new echo room, a new radiologist's office and a renovated waiting room. The bone densitometry room will be relocated to the new addition so that it will be physically part of the Radiology Department, creating efficiencies for staff.

Similarly, since Cardio/Pulmonary Rehabilitation will be displaced by the Emergency Department renovations, we propose consolidating Rehabilitation and Cardio/Pulmonary Services into one program supported by a consolidated gym space (currently the hospital staffs and maintains 2 separate gyms). The plan contemplates construction of a new 4,630 square foot addition to house a rehab gym, staff workroom, staff break room, manager's office, and a dedicated room for the tilt table and holter monitoring program.

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The estimated total capital cost of the project is \$4,000,000.

An estimate of the incremental third-year operating costs for the project is \$431,074 and includes project depreciation, project financing expense, increase in staffing expenses, and an increase in the related employee benefits.

We look forward to scheduling a technical assistance meeting and anticipate submitting an application for review by the CON Unit in the Small Project review cycle beginning in April 2008.

Thank you for your attention to this matter and if you should have any questions, please do not hesitate to contact me.

Sincerely,



Thomas J. Moakler  
CEO

cc:  
Julius Ciembroniewicz, Esq.

CONletter/tom Moakler/worldfish